

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Réception des soumissions - TPSGC / Bid Receiving - PWGSC

1550, Avenue d'Estimauville
1550, D'Estimauville Avenue

Québec

Québec

G1J 0C7

FAX pour soumissions: (418) 648-2200

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

This document contains security requierements.

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

TPSGC/PWGSC

601-1550, Avenue d'Estimauville

Québec

Québec

G1J 0C7

Title - Sujet Aircraft De-Icing Anti-Icing	
Solicitation No. - N° de l'invitation W0138-18A070/A	Date 2019-06-20
Client Reference No. - N° de référence du client W0138-18A070	GETS Ref. No. - N° de réf. de SEAG PW-\$QCN-039-17706
File No. - N° de dossier QCN-8-41242 (039)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-07-08	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
Delivery Required - Livraison exigée Voir Doc.	
Address Enquiries to: - Adresser toutes questions à: Boisclair, Daniel	Buyer Id - Id de l'acheteur qcn039
Telephone No. - N° de téléphone (418)649-2831 ()	FAX No. - N° de FAX (418)648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DE LA DEFENSE NATIONALE CFB Bagotville 3E ESCADRE BAGOTVILLE ALOUETTE Québec G0V1A0 Canada	
Security - Sécurité This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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Buyer ID - Id de l'acheteur
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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided; |
| Part 6 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses: |
- 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include :

- A) the Statement of Work;
- B) the Basis of Payment;
- C) the Security Requirements Check List (SRCL);
- D) the Electronic Payment Instruments;
- E) the Federal Contractors Program for Employment Equity - Certification;
- F) the Insurance Requirements.

1.2 Summary

1.2.1 Description of the requirement

- a) This Request for Standing Offers (RFSO) is required for the issuance of one (1) Standing Offer for de-snowing, de-icing, anti-icing services on Canadian Forces aircraft for 3 Wing Bagotville.
- b) The department (client) to which the services shall be provided is :
Department of National Defence (DND)
3 Wing Bagotville
Alouette, Quebec
G0V 1A0
- c) A standing offer will be issued for an estimated total amount of \$ 200,000.00 in the case of a full operational period.
- d) Full Operational Period: Orders may be placed and services rendered between October 1st and April 30th (over a 7 month period).
- e) The Standing Offer will be valid from the date of the offer until September 30th, 2024 (5 years firm).
- f) Average quantities used per year in the last two years :
 - (i) Number of de-snowing and / or de-icing and / or anti-icing aircrafts : 11
 - (ii) Number of liters of Type I glycol : 3500
 - (iii) Number of liters of Type IV glycol : 500
- g) This requirement includes security requirements. For additional information, consult Part 6 - Security, Financial and Insurance Requirements, and Part 7A - Standing Offer. For more information on personnel and organization security screening, offerors should refer to the Canadian Industrial Security Directorate (CISD), Industrial Security Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-fra.html>).
- h) This requirement is subject to the Controlled Goods Program.
- i) For service requirements, offerors who are receiving a pension or have received a lump sum payment must provide the requested information as detailed in Part 2, Section 2.3 of the bid solicitation.
- j) Offerors must provide a list of names or other related documentation, as required, in accordance with section 01 of Standard Instructions 2006.

1.2.2 Trade Agreements

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

1.2.3 Canadian Content

The requirement is subject to a preference for Canadian goods and services.

1.2.4 Employment Equity

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7A -Standing Offer, and Part 7B - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

1.2.5 epost Connect service

This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

1.3 Security Requirements

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

1.5 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2019-03-04) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the RFSO.

2.2.1 Note: For offerors choosing to submit using epost Connect for offers closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

Note: Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2006](#), or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

2.2.2 Tenders can also be transmitted by fax to **418-648-2209**

2.2.3 By mail or in person at:
Public Works and Government Services Canada (PWGSC)
1550, Avenue of Estimaerville
Quebec City, (Quebec)
G1J 0C7

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes () No ()

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes () No ()

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

2.5 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The offer must be gathered per section and separated as follows:

Section I: Technical Offer
Section II: Financial Offer
Section III: Certifications

- If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

Section I: Technical Offer (Two (2) hard copies)

Section II: Financial Offer (One (1) hard copy)

Section III: Certifications (One (1) hard copy)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the RFSO.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex B, Basis of Payment.

3.1.1 Electronic Payment of Invoices - Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "D" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "D" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will determine first if there are two or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated. If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

4.1.1 Technical Evaluation

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation identified with the words "must" or "mandatory" is a mandatory requirement.

Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.

4.1.1.1 Mandatory Technical Criteria

The items listed below should be provided with the bid but may be provided later. If any of these elements are not provided as requested, the Contracting Authority will inform the Bidder of the time frame within which to provide the information. Failure to provide the items listed below within the time frame provided will render the bid non-responsive.

Mandatory Technical Criteria

Offerors must demonstrate experience providing de-snowing services and the application of aircraft de-icing and anti-icing fluids in **similar weather conditions** in at least one (1) airport that meets the classification requirements of a regional airport, as defined in the National Airports Policy (<http://www.tc.gc.ca/eng/programs/airports-policy-regulation-305.htm>). These services must have been performed for at least one (1) complete de-icing season (one (1) winter). As a service experience, Canadian military airports will also be accepted.

Similar weather conditions is defined as:

<http://www.environnement.gouv.qc.ca/climat/normales/index.asp>

- an annual amount of precipitation in the form of snow of 150 cm or more.

See following page

Mandatory Technical Criteria

(Continued)

➔ Experience must be demonstrated by providing :

(a) a description of project services provided : _____

(b) the start date of services provided : _____

(c) the end date of services provided : _____

(d) the client name : _____

(e) the client phone number : _____

4.1.2 Financial Evaluation

SACC Manual Clause [M0220T](#) (2016-01-28), Evaluation of Price - Offer

4.2 Basis of Selection

SACC Manual Clause [M0031T](#) (2007-05-25), Basis of Selection - Mandatory Technical Criteria Only

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

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File No. - N° du dossier
QCN-8-41242

Buyer ID - Id de l'acheteur
QCN039
CCC No./N° CCC - FMS No./N° VME

Canada will also have the right to terminate the Call-up for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Offeror must provide the Standing Offer Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before the issuance of a Standing Offer. If the Offeror is a Joint Venture, the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7A - Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Controlled Goods Requirements

SACC Manual clause [A9130T](#) (2014-11-27) Controlled Goods Program- Bid

6.3 Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex F.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

7.2.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Standing Offer.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. This contract includes access to **Controlled Goods**. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada (PWGSC).
3. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. This contract includes access to Controlled Goods. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada (PWGSC).
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - b) Industrial Security Manual (Latest Edition).

7.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

7.3.1 General Conditions

[2005](#) (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in annex entitled "Basis of Payment". If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data* must be submitted once a year, at the end of April, to the Standing Offer Authority.

* Data: The description of the item used (ordered), its quantity, its unit of measure, the price paid and when (the date) it was made.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The Standing Offer is valid from October 1st, 2019 to September 30th, 2024

7.4.1.1 Operational period

The period for making call-ups and providing services against the Standing Offer is from October 1st to April 30th inclusive (over a period of 7 months)

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Daniel Boisclair
Title: Supply Specialist
Public Works and Government Services Canada
Address: 1550 D'Estimauville Ave.,
Quebec, QC,
G1J 0C7

Telephone: 418-649-2831

Facsimile: 418-648-2209

E-mail address: Daniel.Boisclair@tpsgc-pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

7.5.2 Project Authority

The Project Authority for the Standing Offer is:

(To be completed by PWGSC upon issuance of the Standing Offer)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

7.5.3 Offeror's Representative

The Offeror's Representative for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.7 Call-up Instrument

The work will be authorized or confirmed by the Project Authority using form PWGSC-TPSGC 942, Call-up Against a Standing Offer
<http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/pdf/942.pdf> or an electronic version.

7.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 60,000.00 (Applicable Taxes included).

7.9 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$250,000.00 (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a. the call up against the Standing Offer, including any annexes;
- b. the articles of the Standing Offer;
- c. the general conditions [2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d. the general conditions [2010C](#) (2018-06-21), General Conditions - Services (Medium Complexity);
- e. Annex A, Statement of Work;
- f. Annex B, Basis of Payment;

- g. Annex C, Security Requirements Check List;
- h. Annex D, Electronic Payment Instruments
- i. Annex E, Federal Contractors Program For Employment Equity - Certification
- j. Annex F, Insurance Requirements;
- k. the Offeror's offer dated _____. (To be completed by PWGSC upon issuance of the Standing Offer)

7.11 Certifications and Additional Information

7.11.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

7.11.2 Federal Contractors Program for Employment Equity - Setting aside

The Offeror understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Offeror and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Standing Offer. If the AIEE becomes invalid, the name of the Offeror will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC may result in the setting aside of the Standing Offer.

7.11.3 SACC Manual Clauses

Number	Date	Title
M3020C	2016-01-28	Status of Availability of Resources - Standing Offer
M3060C	2008-05-12	Canadian Content Certification

7.12 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

7.13 Transition to an e-Procurement Solution (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

7.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

2010C (2018-06-21), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

The following clause will be included in the Standing Offer if the successful Offeror has indicated in its offer that payment of credit card bills is accepted.

Section 13, Interest on Overdue Accounts, of 2010C (2018-06-21), General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards.

7.3 Term of Contract

7.3.1 Period of the Contract

The period of the Contract is from October 1st, 2019 to September 30th, 2024 inclusive.

7.3.2 Delivery Date

Delivery must be completed in accordance with the call-up against the Standing Offer.

7.4 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.5 Payment

7.5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm prices as specified in Annex "B", for the total cost indicated in each call-up. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.5.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

7.5.3 Adjustment of firm prices

Firm prices in Annex "B" must be firm base prices for the first twelve (12) months of the contract. After this period, firm base prices will be subject to an annual upward or downward adjustment based on the average rate of change in the consumer price index (CPI) published by Statistics Canada for the province of Quebec ([Table 18-10-0004-02 Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit](#) - line titled "All-items") and calculated for twelve (12) most recent months (average rate of the last twelve (12) months) preceding the month of October of the reference year to the contract.

Example of an adjustment based on the average rate of change in the Consumer Price Index (CPI) in October 2018 over a 12-month period:

September 2017	September 2018	Average percentage change
127.1	129.3	1.7
2002 = 100		

7.5.4 SACC Manual Clauses

Number	Date	Title
C0711C	2008-05-12	Time Verification
H1001C	2008-05-12	Multiple Payments
A9117C	2007-11-30	T1204 - Direct Request by Customer Department

7.5.5 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- Visa Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

7.6 Invoicing Instructions

- The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
- Invoices must be distributed as follows:
 - The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7.7 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex F. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.8 SACC Manual Clauses

Number	Date	Title
D3010C	2016-01-28	Delivery of Dangerous Goods/Hazardous Products
D3014C	2007-11-30	Transportation of Dangerous Goods/Hazardous Products
B4060C	2011-05-16	Controlled Goods
A9006C	2012-07-16	Defence Contract
A9062C	2011-05-16	Canadian Forces Site Regulations
A9131C	2014-11-27	Controlled Goods Program - Contract

7.9 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

ANNEX "A"

STATEMENT OF WORK

1.0 SCOPE

1.1 Goal

- 1.1.1 To meet its operational mandate, 3 Wing CFB Bagotville in Quebec follows the guidelines of a program against ground icing (AGIP), the requirements set out in section 3.0 and includes snow removal, de-icing.

1.2 Context

- 1.2.1 The 3rd Wing Canadian Forces Base (CFB) Bagotville is the home base of hunting equipment fleets CF188 Hornets and Search and Rescue units CH146 Griffons Canadian Air Force. The 3 Wing has an operational mandate for NORAD CF-188 and search and rescue for the 146.
- 1.2.2 As part of its support for the military missions of Canada, 3 Wing must deal with a multitude of aircraft types. There may be large passenger aircraft capacity, cargo aircraft, helicopters, search and rescue and hunters. These aircraft have varying needs for support and different types of certification for defrosting.
- 1.2.3 Although it happens that a range of aircraft "passage" are defrosted at 3 Wing CFB Bagotville, the main types of aircraft that take advantage of de-icing and anti-icing services are 188 Hornet the CC130 Hercules, the CC-150 Polaris (Airbus A-310), bombardier Challenger CL60 series, the Beechcraft King Air 200 model and the CC-177 Globemaster III.
- 1.2.4 De-icing fluids most commonly used on aircraft in Canada are the type of defrost I fluids (SAE AMS 1424). Type I De-icing fluids eliminate contamination such as snow, ice or frost adhering to the aircraft surface. They provide little or no protection against residual contamination. Their protection time is limited. It is provided to operators as an anti-ice fluids Holdover Guide (for determining the duration of the effect of an anti-icing fluid, which is referred to as the "holdover") and Transport Canada (TC) publishes annually. Types 1 (De-icing) and type 4 (anti-icing) are used on all devices except the CF-18 cannot use the type 4
- 1.2.5 Anti-ice fluids most commonly used on aircraft in Canada are the anti-ice Type IV fluids (SAE AMS 1428). These liquids are used to protect the aircraft against frost by forming a protective layer which reduces the after-effects of residual contaminants. Their protection time is limited. It is provided to operators as an anti-ice fluids Holdover Guide (for determining the duration of the effect of an anti-icing fluid, which is referred to as the "holdover») TC published annually.

1.3 Terminology

ACRONYMS AND ABBREVIATIONS

AGIP - Program against ground icing

ANT - Technical Airworthiness Authority

BEB - Environment Office Base

BRIX - Scale for measuring the density of liquids

CCA - Control of Air Traffic

CCP - Defensive Driving Course

WCC - Wing Operations Center

CF - Canadian Forces

MDDEFP - Ministry of Sustainable Development, Environment, Wildlife and Parks

DND - Department of National Defence

Ops Era - Wing Operations

Ppm - Parts Per Million

TC - Transport Canada

2.0 REFERENCES

- 2.1 Publication of TC (TP 14052), Guidelines for Aircraft Ground Icing. The English and French versions are located at the following address:
<http://www.tc.gc.ca/fra/aviationcivile/publications/tp14052-menu-314.htm>
- 2.2 Publication of TC (TP 10643), "When in doubt ... Training Program for Small and Large Aircraft on the critical surface contamination of aircraft intended flight crew and ground crew." The English and French versions are located at the following address:
<http://www.tc.gc.ca/fra/aviationcivile/publications/tp10643-menu-1118.htm>
- 2.3 Criteria for the protection of aquatic life of the Canadian Council of Ministers of the Environment. The document itself can be find at the following address:
<http://ceqg-rcqe.ccme.ca/download/fr/181/>
- 2.4 Advisory opinions of the Technical Airworthiness Authority (ANT), defrost operations / anti-icing on the ground, number 2010-01 opinion. The French version is at:
<http://www.forces.gc.ca/fr/faire-affaires-reglements-navigabilite/technique/avis-2010-01.page?>
- 2.5 Flying Orders of 3 Wing / CFB Bagotville

3.0 REQUIREMENTS

3.1 Tasks

- 3.1.1 The officer A3 Maint 3 ESO through the center of the Wing Operations is designated responsible for ensuring, through the contractor, the delivery of services required to maintain the AGIP. The scope of work includes all equipment, supplies and personnel to perform the snow removal, de-icing, anti-icing for aircraft and required inspections of aircraft CF according to established standards as stipulated in references 2.1, 2.2 and 2.4, as well as section 3.0 - Requirements.
- 3.1.2 The contractor shall be accredited by the Directorate - Aviation Airworthiness and Technical Support 4 to perform the de-icing / anti-icing for aircraft registered to the DND and the FCC. If the contractor does not hold this accreditation, it must:
 - 3.1.2.1 Getting a status of "provisional accreditation" of the Directorate - Aviation Airworthiness and Technical Support 4 (Accreditation and verification) before the start of the first waiting period provided for under the market, as stated in the reference 2.4, and ;
 - 3.1.2.2 Getting a status of "full accreditation" of the Directorate - Airworthiness air and Support Technique 4 (Accreditation and verification) within a period of one year following the award of the contract as stipulated in the reference 2.4.
- 3.1.3 De-icing and anti-icing activities CF aircraft must be execute with rotating engines or not, according to DND requirements.

3.1.4 The seasonal work period include three (3) times.

3.1.4.1 The operational phase of the standing offer runs from 15 October to 15 April. During this time, all equipment, supplies and personnel required for the implementation should be available within two hours of reviews of works on the 3 Wing site.

3.1.4.2 There are also two (2) periods ranging from 1 October to 14 October and from 16 April to 30 April. These two (2) periods will be transition periods when a sufficient amount of equipment and personnel must be available at least twenty-four hours' notice for the execution of works.

3.1.5 The services will be available at any time (24/7).

3.1.6 All communications between the contractor and the Department of National Defence (DND) should be made through the Maint Officer A3 Operations or the WCC. The WCC will service requests and coordination.

3.1.7 For emergency calls or emergency calls in case of a spill, the contractor must immediately and directly with the competent authorities or the WCC.

3.1.8 All questions regarding daily operations, planning and execution of the works must be submitted to the officer A3 has Maint Support Squadron Operations (ESO)

3.1.9 The staff of the contractor performing the icing activities and anti-icing will participate in a familiarization session of DND maximum 1 month after the award of the standing offer. It will be imperative that this session of familiarization happens once a year, with the contractor, and that, two weeks before the specified period of defrosting. The technical instructions for each aircraft will be provided by the A3 Maint operations or the WCC.

3.1.10 The technical instructions for each aircraft will be provided during the familiarization session.

3.2 Technical requirements

3.2.1 **The Contractor shall provide de-icing services for all DND military aircraft only. These services include:**

3.2.1.1 Receiving, distribution, acceptance, testing and storage of type I de-icing fluids;

3.2.1.2 Proper application of Type I de-icing fluids according to référence 2.5, BGA-106-000 / FP-000 part 10 para 31

3.2.1.3 Touch or visual inspection (also known as "inspection of the critical surfaces") of the defrosted area of the aircraft as the reference 2.5, B-GA-106-000 / FP-000 and Schedules belonging the platforms.

3.2.1.4 The concept of own aircraft: The contractor and project staff must be trained and have the skills required to meet "the concept of clean aircraft" in accordance with standards and guidelines set forth in the references 2.1 , 2.2 and 2.4. B-GA-106-000 / FP-000

3.2.1.5 In the case of the CC177 if the contractor's equipment does not allow it to complete defrost and inspection of the tail, the equipment that is carried on the CC177 allows technicians to the CC177 the crew to complete defrosting, by accessing the tail through the interior of the aircraft. The equipment of the contractor will then be able to connect with the equipment carried on board the CC-177 (Appendix 1).

3.2.1.6 According Ref 2.1 (TP14052), the contractor must transmit a report of the amount of de-icing fluid used during each defrosting activity operations center 3 Era. This report shall be transmitted to the WCC after each de-icing services / ice according to Annex A job description para 3.2.1.6, in the shortest possible time, at most 12 hours of the end of a defrost activity. This document must be retained by the supplier and WCC minimum 24 months.

3.2.2 **Provide anti-icing services for all military aircraft DND only. These services include:**

3.2.2.1 Receiving, distribution, acceptance, testing and storage of Type IV de-icing fluids; According to technical references listed above

3.2.2.2 Adequate spray Type IV de-icing fluids I according to reference 2.5;

3.2.2.3 Confirm the start time of the fluid holdover time and confirmation of inspections of critical surfaces conducted.

3.2.2.4 The concept of own aircraft: The contractor and project staff must be trained and have the skills required to meet "the concept of clean aircraft" in accordance with standards and guidelines set forth in the references 2.1, 2.2, 2.4 and 2.5.

3.2.2.5 In the case of the CC177 if the contractor's equipment does not allow it to complete the anti-icing and inspection of the tail, the equipment that is carried on the CC177 allows technicians to the crew of CC177 complete defrosting, by accessing the tail through the interior of the aircraft. The equipment of the contractor will then be able to connect with the equipment carried on board the CC-177 (Appendix 1).

3.2.2.6 According ref 2.1 (TP14052), the contractor must submit a report on the amount of anti-icing fluid used for each anti-ice activity at the center of operations of the 3 Era. This report shall be transmitted as soon as possible, a maximum of 12 hours after the end of an anti-icing activity.

3.2.3 Provide snow removal services for all military aircraft DND only in accordance with section 3.2.3.1 below. Snow removal means removal of snow powder horizontal aircraft surfaces prior to spraying of the aircraft de-icing fluid.

3.2.3.1 Snow removal of the aircraft must be jet pressurized ambient air or by means of a suitable mechanical device that will not damage the surfaces of the aircraft.

3.2.3.2 In the case of the CC177 if the contractor's equipment does not allow it to complete snow removal and inspection of the tail, the crew technicians CC177 can complete snow removal by accessing the tail by the interior of the aircraft.

3.2.4 General:

3.2.4.1 DND is responsible for establishing priorities de-icing and anti-icing to notify the contractor.

3.2.4.2 Perform visual inspection or touch the aircraft surfaces after snow removal, de-icing and anti-icing in accordance with the stipulated standards and guidelines references in 2.1, 2.2, 2.4 and 2.5. Standard: B-GA-106-000 / FP-000 and Schedules owned platforms.

3.2.4.3 Provide sufficient amounts of type de-icing I and Type IV on site at all times during the seasonal period of the market. The application of Type I de-icing fluid for CF18, must be done at arming point of the runway. The de-icing fluid application type IV, for all other aircraft, must be in front of the control tower, on military ramp.

3.2.4.4 Measuring the degree of Brix and the maximum temperature of operational use of de-icing and anti-icing every week, and receipt of each delivery from the manufacturer. This information should be made available to the Officer A3 Maint upon request.

3.2.4.5 The Contractor must be able to perform all of the de-icing and anti-icing tasks on any type of DND aircraft. The larger aircraft currently in service by the MDN is the CC177 Globemaster III whose dimensions are in Appendix 2.

3.2.4.6 The contractor must be able to provide ancillary equipment within 24 hours in case the minimum equipment specified in Article 3.2.4.5 would be unusable.

3.2.5 **Analysis registry, slips and transport manifests:**

3.2.5.1 The contractor shall produce and maintain for the duration of the standing offer the following records (These records must be submitted periodically to the BEB or when required):

- 3.2.5.1.1 Results of chemical analysis with date, time and place of collection.
- 3.2.5.1.2 A copy of the certificates of accredited laboratory analysis.
- 3.2.5.1.3 A copy of the slips, manifestos transport.

3.2.6 **Requirement of communication and control:**

3.2.6.1 The contractor must provide a vehicle (hereinafter referred to as the control vehicle for de-icing) and an operator to ensure the de-icing control function F

3.2.6.2 The contractor vehicles must be equipped with VHF radios capable of communicating on the frequency of airports. The contractor shall ensure the proper functioning of VHF radios installed in vehicles de-icing and anti-icing, in the control vehicle for de-icing and other vehicles that must have access to controlled areas of the aerodrome, and at any time during the duration of operations.

3.2.7 **Response Spill:**

Icing or de-icing operations are not considered as spills, however, a record must be completed for all operations carried out, regardless of the amounts, and immediately be sent to the WCC. The spill-icing or de-icer (type I or IV) directly to the soil, water or sewer is considered a spill when not sprayed on aircraft.

3.2.7.1 The contractor shall ensure that each vehicle or equipment that belongs to him, or he uses in part of the work, is equipped with an emergency kit in case of a spill, compatible with the products used. It must be easily accessible and be kept near equipment that could cause a spill.

3.2.7.2 All spills should be contained, collected and reported immediately by the contractor to the Environmental Bureau of CFB Bagotville (BEB). BEB A spill report must then be completed and returned to BEB within a maximum of 12 hours of the incident.

3.2.7.3 The Contractor must ensure that all staff involved in carrying out the work are trained to respond to spills. In granting the standing offer, the contractor must provide the O Approx. CFB Bagotville, on request, documentary evidence, such as statements signed by staff giving this training.

3.2.7.4 If the contractor needs the help of 3 Wing CFB Bagotville for cleaning or spill containment, it must reimburse all costs incurred by DND.

3.2.8 **Health and security**

3.2.8.1 The contractor must have a health plan and existing enterprise security for the duration of the market. Adequate protection of the respiratory tract, eyes and skin employees is required.

3.2.8.2 The Contractor personnel must be trained in the use of Information System hazardous materials at work, be aware of the basic standards for first aid as well as security and the Canadian Code standards work. Proof of training must be provided on request.

3.2.8.3 The Contractor must comply with the directive on risk prevention measures for health and safety to be applied to contractors working at CFB Bagotville. This directive will be transmitted on request by DND.

3.2.8.4 The contractor must have MSDSs for products used are available nearby and at any time, in connection with the WHMIS program.

3.2.8.5 The contractor must have a portable eyewash available nearby at all times during icing or anti-icing activities.

3.2.8.6 The employees assigned to icing or anti-icing tasks must comply with all safety guidelines set out by trained military escorts to accompany them.

3.3 **Constraints**

3.3.1 **Environmental control:**

The contractor must comply with the standards and guidelines set forth in the reference 2.3, either the guideline on the acceptable concentration of released glycol sets the maximum concentration to 100 ppm.

3.3.2 **Equipment Mobilization and site selection:**

The contractor must obtain permission from the Officer A3 Maint about the location and the location size to store equipment. The Contractor shall comply with the requirements of the fire code and DND infrastructure. No equipment shall be mobilized before having been allowed and have complied with the requirements of the 3rd Wing.

3.3.2.1 The contractor shall provide that DND will not provide him with inside storage space or heated.

3.3.2.2 DND will not be held responsible for hosting the contractor in offices on site. However, if the facilities are available, these could be made available to the contractor, with some costs.

3.3.3 Technical requirements for vehicles and motorized equipment:

The de-icing vehicles must be specifically designed for storing, heating, pumping and spraying de-icing and anti-icing on aircraft.

3.3.3.1 The de-icing control vehicle must be suitably equipped to operate on aerodrome areas in winter conditions.

3.3.3.2 All vehicles and motorized equipment must be in good working order and comply with all provincial regulations. These standards must be met throughout the periods specified in the contract.

3.3.3.3 DND reserves the right to inspect all vehicles supplied by the contractor to verify the good working according to manufacturer's instructions and with state and federal guidelines.

3.3.3.4 All members contractor's staff who drive vehicles provided by the contractor must have completed a defensive driving course given by DND.

3.3.4 Security and control staff:

3.3.4.1 The Contractor shall provide a list of all the staff at A3 Maint Officer, or designated representative, before they arrived at 3 Wing.

3.3.4.2 The Contractor shall provide to the Registrar A3 Maint update this list each time a change is made, and must ensure that all staff members contained therein hold the security clearance level reliability, according to the SRCL attached to the market.

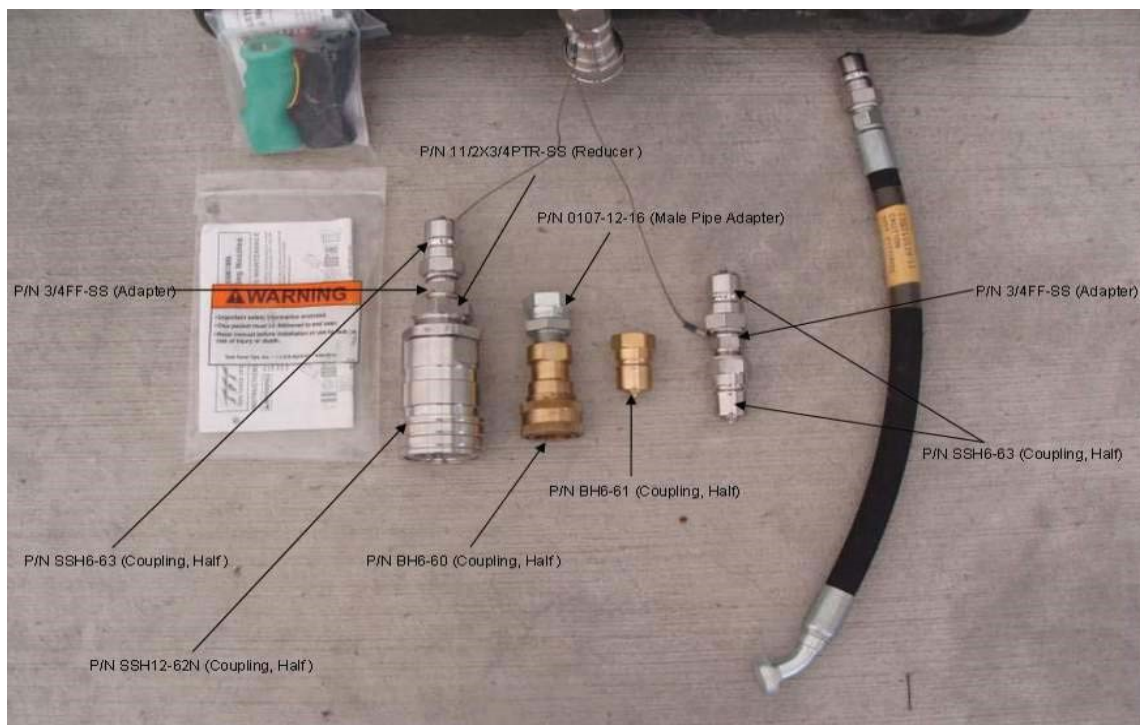
3.3.4.3 Wing will deliver to all members of staff of the company passes to the special area before access to protected areas of the airfield. These passes remain DND property and shall be returned at the end of each operating season or at the end of the standing offer. It is up to the contractor to ensure compliance with these procedures.

4.0 DELIVERABLES

No	DELIVERABLES	DELIVERY DATE	QUANTITY AND FORMAT	DELIVERY ADDRESS
4.1	The contractor shall maintain records on the type and amount of liquid applied to the airframe of the registration number. These records must be made available to the Officer A3 Maint according 3.2.1.6	AS SOON AS POSSIBLE	1 COPY ELECTRONIC	Attn: A3 Maint 3 Era Bagotville PO Box 5000 Alouette G0V 1A0
4.2	The contractor shall maintain records on the degree of Brix and maximum operational use of liquid temperature. These records must be made available to the Officer A3 Maint on request according 3.2.4.4	ON DEMAND	1 COPY ELECTRONIC	Attn: A3 Maint 3 Era Bagotville PO Box 5000 Alouette G0V 1A0
4.3	The contractor must provide the BEB on request documentary evidence relating to staff training on the intervention in case of 3.2.8.4 according spill.	ON DEMAND	1 COPY ELECTRONIC	Attn: BEB 3 Era Bagotville PO Box 5000 Alouette G0V 1A0
4.4	The contractor must provide the Operations Center of the 3 Wing a ratio of the amount of deicing or anti-icing used during activities according 3.2.1.6. and 3.2.2.6.	IMMEDIATELY FOLLOWING AN ACTIVITY OF DE-ICING OR ANTI-ICING ACCORDING 3.2.2.6	1 COPY ELECTRONIC (DND 3138)	Attn: WCC 3 Era Bagotville PO Box 5000 Alouette G0V 1A0

Appendix 1 - Defrost Equipment / anti carried on the CC177

Adapters for connecting:



Full equipment:



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Appendix 2 - Dimensions of the CC-177 Globemaster III

Wing area	354 m ² (ft ²)	Maximum Height	17 m (55 ft)
Surface of the horizontal tail	79 m ² (ft ²)	Span	52 m (170 ft)
Total surface	433 m ²	1/3 of the surface of the fuselage	384 m ²

ANNEX "B"

BASIS OF PAYMENT

1. Before submitting your prices, please refer to Part 7 B, specifically Article 7.5 Payment.
2. Firm unit prices and firm hourly rates in Table B.1 are lump sum prices, i.e. the contractor agrees to perform the work for that stated cost, regardless of whether it results in a loss or a profit.
3. Firm unit price per liter for de-icing (Type I) and anti-icing (Type IV) fluids will be paid only when liquids are applied. Unused liquids will remain the property of the Offeror and will be brought back at the end of the period of the Standing Offer.
4. The service must be available:
 - a. within 2 hours of a service call;
 - b. at any times, 24 hours a day, 7 days a week;
 - c. during the operational period from October 1st to April 30th of each year.
5. Each request for services (call-up) includes, but is not limited to, all personnel and equipment required for the services requested, travelling to the work site and two (2) hours of on-site work.
6. The hourly rate includes, but is not limited to, all personnel and equipment required for the services requested and will be used only if a request for services exceeds two (2) hours of work on the site.
7. The estimated annual quantities in Table B.1 below are only provided for evaluation purposes.

Table B.1

Item	Description	Estimated Annual Quantity	Unit	Firm Price	Estimated Extended Price
1	Request for services (Call-up) for de-snowing, de-icing, anti-icing including travelling time to the workplace and two (2) hours of work, but excluding the liquids named in Item 3 and 4 below.				
a)	Inside regular hours (Monday to Friday between 7:30 a.m. to 4:00 p.m.)	7	Call-up		\$
b)	Outside regular hours (Monday to Friday between 4:01 p.m. to 7:29 a.m.)	2	Call-up		\$
c)	Weekend (Saturday and Sunday) and holidays	2	Call-up		\$
2	The hourly rate will be used only if additional request for services exceeds the two (2) hours of work provided for in Item 1 above.				
a)	Inside regular hours (Monday to Friday between 7:30 a.m. to 4:00 p.m.)	2	hour		\$
b)	Outside regular hours (Monday to Friday between 4:01 p.m. to 7:29 a.m.)	1	hour		\$
c)	Weekend (Saturday and Sunday) and holidays	1	hour		\$
3	Supply of Type I fluid for de-icing	3500	liter		\$
4	Supply of Type IV fluid for anti-icing	500	liter		\$
Estimated annual value for de-snowing, de-icing, anti-icing and the supply of Type I and IV fluids:					\$


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ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

 Government of Canada / Gouvernement du Canada		<div>Contract Number / Numéro du contrat W0138-18-A070</div> <div>Security Classification / Classification de sécurité UNCLASSIFIED / SANS CLASSIFICATION</div>	
SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)			
PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND / MDN		2. Branch or Directorate / Direction générale ou Direction 3 Wing / 3e Escadre Bagotville	
3 a) Subcontract Number / Numéro du contrat de sous-traitance		3 b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Offre a commande pour le dégivrage commençant le 30 sept. 2019 jusqu'a 30 septembre 2020 avec 4 année d'option			
5 a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
5 b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6 a) Will the supplier and its employees require access to PROTECTED and/or CI ASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7 c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7 c)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6 b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CI ASSIFIED information or assets is permitted Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6 c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input type="checkbox"/> N/A - S/O		NATO / OTAN <input type="checkbox"/> N/A - S/O	
Foreign / Étranger <input type="checkbox"/> N/A - S/O			
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>			
Restricted to / Limité à <input type="checkbox"/>		Restricted to / Limité à <input type="checkbox"/>	
Specify country(ies) / Préciser le(s) pays :		Specify country(ies) / Préciser le(s) pays :	
N/A - S/O		N/A - S/O	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>		NATO SECRET / NATO SECRET <input type="checkbox"/>	
SECRET / SECRET <input type="checkbox"/>		COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
		CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
		SECRET / SECRET <input type="checkbox"/>	
		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

N/A - S/O

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No / Non ☐ Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel : N/A - S/O

Document Number / Numéro du document : N/A - S/O

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Ou personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No / Non ☐ Yes / Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

Controlled area - Delivery only

Zone contrôler - Livraison seulement

Uncontrolled areas only:
Zones non contrôler seulement

☒ No / Non ☐ Yes / Oui

☐ No / Non ☐ Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No / Non ☐ Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No / Non ☐ Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No / Non ☐ Yes / Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
N/A - S/O																
Information / Assets Renseignements / Biens																
Production																
IT Menu / Support IT																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?



No
Non



Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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ANNEX "D" to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

The Offeror accepts to be paid by any of the following Electronic Payment Instrument(s):

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);
- ☐ () Large Value Transfer System (LVTS) (Over \$25M)

ANNEX "E" to PART 5 OF THE REQUEST FOR STANDING OFFERS

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Offeror, by submitting the present information to the Standing Offer Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare an offer non-responsive, or may set-aside a Standing Offer, or will declare a contractor in default, if a certification is found to be untrue, whether during the offer evaluation period, during the Standing Offer period, or during the contract period. Canada will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with any request or requirement imposed by Canada may render the Offer non-responsive, may result in the Standing Offer set-aside or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: _____(YYYY/MM/DD) (If left blank, the date will be deemed to be the RFSO closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Offeror certifies having no work force in Canada.
- ☐ A2. The Offeror certifies being a public sector employer.
- ☐ A3. The Offeror certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Offeror certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Offeror has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1 The Offeror certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- ☐ A5.2. The Offeror certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to issuance of a standing offer, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Offeror is not a Joint Venture.

OR

- ☐ B2. The Offeror is a Joint venture and each member of the Joint Venture must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

ANNEX "F"

INSURANCE REQUIREMENTS

F.1 Aviation Liability Insurance

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Employees and, where applicable, Volunteers must be included as Additional Insured.
 - f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
 - g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation WSIB or similar program)

F.2 Automobile Liability Insurance

1. The Contractor must obtain Automobile Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence.
2. The policy must include the following:
 - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - b. Accident Benefits - all jurisdictional statutes
 - c. Uninsured Motorist Protection
 - d. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.

F.3 Environmental Impairment Liability Insurance

1. The Contractor must obtain Contractors Professional Liability insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$1,000,000 per accident or occurrence and in the annual aggregate.
2. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
3. The Contractors Professional Liability insurance policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - c. Separation of Insureds: The policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Incidental Transit Extension: The policy must extend to losses arising from any waste, products or materials transported, shipped, or delivered via any transportation mode to a location beyond the boundaries of a site at which the Contractor or any entity for which the Contractor is legally liable is performing or has performed the operations described in the contract.